

**Approved Minutes
Clean Energy Development Board
Quarterly Meeting April 6, 2016**

In Attendance:

Board Members:	Attending	Absent
Jared Duval (JD)	X	
Janice St. Onge (JS)	X	
Sam Swanson (SS)	X	
Linda McGinnis (LM)	X	
Johanna Miller (JM)	X	
Gaye Symington (GS)	X	
Mark Whitworth (MW)		X

State Employees:

Andrew Perchlik (**AP**), Fund Manager, Clean Energy Development Fund, Public Service Department
Ed Delhagen, Public Service Department (*for discussion on the clean energy finance collaborative*)

Members of the Public: None.

Meeting brought to order at 1:07 with Andrew Perchlik & Gaye Symington presiding.

- I. **Agenda:** The draft agenda was discussed and the agenda was approved as presented.
- II. **Minutes:** The draft minutes from the Board's 1/13/2016 meeting were presented. **JM** moved to approve the draft minutes as presented and **LM** seconded the motion and the vote to approve was unanimous.
- III. **Elect CEDB Officers:** **GS** nominated Linda McGinnis and Sam Swanson to serve as Co-chairs. **JM** seconded the nomination. After a brief discussion **LM** and **SS** agreed to serve as Co-chairs and the vote for them to do so was unanimously in favor.
- IV. **Update on Clean Energy Finance Collaborative Effort by DPS:** Ed Delhagen described the history of the CEDF and DPS' work on creating a clean energy finance collaborative as well as the work done recently by Energy Action Now. Ed explained the DPS was looking at playing a coordinating role in getting the collaborative established and that it has a draft MOU that it will soon be presenting to other stakeholders. Some Board members were concerned about the staffing/time capacity of the DPS to take on creating the collaborative. There was also concern expressed about starting the collaborative within state government at a time where there will be a new administration coming into office in 2017. The Board asked the Department to come back to the CED Board with more information once the staffing of the clean energy finance collaborative is more clear.

- V. **Fiscal year 2017 Plan – Starting Discussion, Fund Manager’s proposal:** AP led a discussion of current programs, CEDF’s fund balance and spending trends, and outlook for fiscal year 2017. There was discussion that the CEDF should be trying to deploy its funds to meet its goals and should not be trying to limit expenditures based on a concern of the CEDF running out of money. AP said that in advance of the Board’s June 8th meeting he would send out a draft plan and budget for FY 2017 based on the following:
- (a) Maintain the CEDF’s focus on advanced wood heating
 - (i) Increase the availability of the pellet boiler incentive through the SSREIP to include small commercial, schools, and non-profit public serving entities.
 - (ii) Build CEDF’s knowledge of the advanced wood heating market and work with the sector to create a roadmap for its expansion and development. Include an investigation into third party ownership models for wood heat.
 - (iii) Include in the SSREIP funds for public education and outreach about the program and for more technical review/assistance for the larger projects.
 - (iv) Create a commercial credit enhancement program with VEDA and/or other financial institution(s) that can provide financing and work seamlessly with the SSREIP program.
 - (b) Prepare (and set money aside for) the evaluations of the Windham (and other) Programs.
 - (c) Promote the CEDF and CEDF programs and successes through improved web site and communications.
- VI. **Next meeting was confirmed for June 8th. The July meeting was rescheduled for July 7th.**

-- With no objection the meeting was adjourned at 3:12 --